

**TOWN OF MONTVILLE**  
**Department of Land Use & Development**  
**310 Norwich-New London Turnpike, Uncasville, CT 06382**  
**Telephone: (860) 848-6779 - Email: [burdick@montville-ct.org](mailto:burdick@montville-ct.org)**

**MEMORANDUM FOR THE RECORD**

July 25, 2023 PZC Meeting  
Prepared by *Liz Burdick*, Director  
on 7/10/23

**Property Address:** 69 Fitch Hill Road and Leffingwell Road (Parcel ID: 002/005/00B),  
Uncasville, CT  
**Application:** PZ #23 SITE 7  
**Applicant(s):** Andrew Petrowski  
**Property Owner(s):** Same as Applicant.  
**Attorney:** N/A.  
**LS/PE:** Ellen Bartlett, P.E., Green Site Design.  
James Bernardo, L.S.  
**Lot Size:** 33.9 acres (1,476,684SF)  
**Lot Frontage:** 251.24  
**Zoning District:** LI (Light Industrial).  
**Public Water/Sewer:** Municipal water (NPU). On-site sanitary system.  
**Wetlands/Watercourses:** Yes.  
**Flood Hazard Zone:** Yes.  
**CAM Zone:** No.  
**Public Water Supply Watershed:** No.  
**Proposed Public Improvements:** Yes. Town of Montville permits required.  
**Legal:** Submitted to Land Use Dept. on 6/5/2023. Date of Receipt 6/27/2023, DRD  
8/30/202, Tabled from the 6/27/2023 meeting.

**PROPOSAL:** Applicant states "an application for multiple warehouse/office space buildings."

**CITY OF NORWICH:** Application referred to Town Clerk per CGS8-7d(f) on 6-6-23. No comments received.

**INLAND WETLANDS COMMISSION:** The Montville Inland Wetlands Commission, June 15, 2023, approved proposed regulated activities associated with the project.

**STATE OF CT DEPT. OF HEALTH:** N/A.

**NORWICH PUBLIC UTILITIES:** Yes. See comments received 5-23-23 prepared by Dewberry, Dated 05-22-23. PZC Application/Plans referred 06-06-23. No further comments received.

**UNCAS HEALTH DISTRICT:** Referred 6-6-23. See comments from Michael Kirby, Chief Sanitarian, dated 6-12-23. Pending final approval.

**TOWN ENGINEER:** See comments of David McKay, P.E., Boundaries, LLC, dated 2/24/23 (initial review IWC), 5/16/23 & 06-12-23. Pending final approval.

**FIRE MARSHAL:** Referred 6-6-23. See comments dated 6-22-23. Additional comments pending.

**BUILDING DEPT.:** Referred 6-6-23 & 6-22-23. Comments dated 6/8/23 & 6/26/23 "N/A."

**WPCA:** See comments dated 6/12/23 & 7/3/23. No further comments pending.

**STCT DOT:** N/A.

**OFFICE OF THE STATE TRAFFIC ADMINISTRATION (OSTA):** N/A.

**STCT DEEP:** Applicant states the project requires a State of CT General Stormwater Quality Permit. Please advise status of General Permit application. Per Uncas Health District, DEEP Permit for floor drains installation. Please advise status of submittal. Plan states "no floor drains" for new buildings. Prior to issuance of zoning permit to start any work, a copy of said permit shall be submitted to the Zoning Officer.

**BOND:** Soil Erosion and Sediment Control (SESC) bond estimate submitted in the amount of \$52,723 shall be reviewed and approved by the Town Engineer.

**PLANNER:** Please be advised of the following comments with regard to my review of the application, supporting documents and a plan set entitled "A & B Excavation, 69 Fitch Hill Road & Leffingwell Road, Montville, CT, Prepared by Green Site Design, Dated April 2023, Revised to June 22, 2023":

**Cover Sheet:**

1. Revise to show accurate plan dates. The original date shown on the site plan set is 2/15/23, Cover says April 2023.
2. Remove signature block for soil scientist.
3. Revise cover sheet to state "Uncasville" v. Montville in two places.
4. Revise approval block as follows:

Approved by the Planning & Zoning Commission on \_\_\_\_\_.

Chairman or Secretary of the Commission \_\_\_\_\_ Date \_\_\_\_\_

Expiration Date: \_\_\_\_\_

Erosion & Sediment Control Plan certified by the affirmative vote of the Commission.

5. Zoning Compliance Table shall list required/existing/proposed setbacks for all buildings. Provide separate sheet if necessary. Lot frontage is incorrect on table.
6. Revise "Map/Lot" under address to state "Parcel ID."

**Sheets 2 & 3 – Survey:**

1. Survey does not show limits of existing drainage easement as shown on plan entitled "Subdivision Plan, Landsdowne Estates, Richard Brown Drive & Tory Drive, Montville, CT, Prepared for Butler/SMS, Inc., Prepared by CPK, Dated March 6, 1991, Revised to March 26, 1991."
2. Survey note 3.b appears to be inaccurate or needs further explanation.
3. Survey note 6 to state Parcel ID #062-036-000 (v. map & lot)
4. Survey note 10 does not show the date of wetlands delineation by CSS.
5. Survey map does not represent existing conditions. No landscaping company storage area is shown on said plan and additional work was commenced at the site after July 1, 2022. The site plan revised to June 22, 2023 showing concrete storage areas and limits of landscaping shall be signed/sealed by the LS that located said areas after June 9, 2023.

**Sheet 4 – Site Plan:**

1. Revise plan to add a separate Phasing Plan sheet.
2. Revise plan to show the limits of the concrete washout area as described in the notes and add a detail shown on the plan and show second existing concrete pile as "to be removed."
3. Revise plan to show limits of all "Areas of Material & Equipment Storage", guide rail and surface.
4. Revise plan to show "proposed" limits of "Equipment Storage for Pepas Landscaping Company" and "Proposed Paved area for Pepas Landscaping with guide

rail." Confirm locations of said areas as multiple lines are shown from this note box. Confirm all areas to be occupied by Pepas Landscaping.

5. Revise note "Proposed 24-foot paved Road" to "Driveway."
6. Revise plans to show drainage easement over area of site fronting on Leffingwell Road as shown on plan filed on Land Records.
7. Revise plan to show site improvements, such as parking, lighting, dumpster locations, fire hydrants, etc. shown on Grading/E&S Plan & Grading Plan sheets to Site plan sheet(s). Add additional sheet if needed. Remove from Grading/E&S Plan.
8. Revise plan to show snow storage areas outside regulated upland and wetlands areas.
9. Revise plan to show

#### **Sheet 5 & 6 – Grading/E&S Plan & Grading Plan:**

1. Revise to show utilities on separate "Utilities Plan" sheet or rename Sheet 6 Grading/Utilities Plan.

#### **Sheet 7 – Septic Plan:**

1. Revise to show proposed septic plans or connections for proposed Building 2 & 3.

#### **Sheet 8 – Site Details:**

1. Revise plan to show full cut-off lighting details for proposed building mounted and freestanding lighting.

#### **Sheet 11 – Planting Plan:**

1. Revise to add landscaping/plantings for the front portion of the site development.

#### **Architecturals:**

1. Original floor plans, received 6-16-23, for the existing office/storage building & proposed addition shown on the site plan identify the use of said structure as a residential use (6 dwelling units, a laundry room and an "existing use." Residential uses are prohibited in Light Industrial zones. Revised floor plans received 6-23-23 show 5 "general office spaces", storage and an "existing use", however, the floor plans for the offices remain the same as the dwelling units, including with full baths. Floor plans should be revised to identify all uses of the building, including the "existing" and spaces shall be clearly designed as office spaces.

2. Floor plans for the proposed industrial use buildings are shown as "storage." Review plan to identify said proposed light industrial use of the building "to be built out."

#### **Zoning Regulations (Note: Some comments may be duplicates of above comments):**

1. ZR Sec. 4.3 – Revise plan to add note "The project shall comply with all the requirements of Montville Zoning Regulations Section 4.3 (Certificate of Compliance).
2. ZR Sec. 15 (SESC Plan):
  - Sheet 10 - Revise note 2.b to show Land Use Dept. (v. Planning Dept.).
  - Sheet 10 – Revise E & S Narrative note 19 to add "as approved by the Director of Montville Land Use Dept. or the Montville Planning & Zoning Commission.
  - Sheet 10 – All requirements for compliance with the Pollution Prevention Plan, Operation and Maintenance of Drainage System and Erosion & Sediment Control

Narrative Notes shall be the responsibility of the property owners and shall be a condition of any favorable approval of this proposal.

- 15.4 (Project Security) – Bond estimate shall be approved by the Town's consulting engineer and posted with the Town prior to the start of any work.
3. ZR Sec. 17 (Site Plans):
- ZR Sec. 17.2 Final plans shall be signed and sealed by Licensed Professional Engineer and Land Surveyor.
  - ZR Sec 17.3 (GIS) – Digital Data shall be submitted to the Land Use Dept. prior to issuance of any zoning permit to start work. Condition of Approval.
  - ZR Sec 17.4.3 – Revise Sheet 4 Site Plan to show lot area in acres & square feet.
  - ZR Sec 17.4.6 – Revise plans to show easements, right of ways, etc.
  - ZR Sec 17.4.8 – Revise plans to show locations of any above or underground fuel tanks. Add spill prevention/remediation plan to plan set.
  - ZR Sec 17.4.9 – Revise plan to show limits of all areas per this section.
  - ZR Sec 17.4.10 – Provide a report/info on vehicle and truck traffic to and from the site.
  - ZR Sec 17.4.13 – Any proposed signs, freestanding or wall mounted shall require an approved zoning permit prior to construction.
  - ZR Sec 17.4.14 – Revise plan to add lighting plan and add details for all site and building lighting.
  - ZR Sec. 17.4.18 - Building elevations required for all buildings, including addition to existing building at the front of the site, required.
  - ZR Sec 17.4.19 – Overall site staging plan required.
  - ZR Sec 17.4.21 – Signature block. Remove signature block for soil scientist on this plan set.
  - ZR Sec 17.6 – Site Plan Reviewing and Bonding. Submit written narrative addressing all sections of this section.
4. Section 18 – Off-Street Parking Regulations.
- Revise plan to show truck turning plan from and to Fitch Hill Road.
  - The brush to be cleared to obtain the sightline is located on adjacent property 8 Old Fitch Hill Road and not property of the Applicant. Provide written permission from property owner to remove
5. Section 19 – Signs. A zoning permit for any and all future signage shall be submitted to the Land Use Office prior to construction.

**STAFF RECOMMENDATION:** Pending.